Ajax Public Library
Ajax Public Library Board Minutes

7.1 November Meeting Minutes

Place: Audley Branch, Multipurpose Room

Date: Thursday November 17, 2022

Time: 7:00 p.m.

Present: Eesha Chaudhry, Sepelene Deonarine (Vice Chair), Noel Green, Rebecca Hayes, Deborah McDougall, Douglas Miller, Matthew Tapscott, Regional Councillor Sterling Lee and.Sandy Taylor (Chair).

Regrets: None.

Staff:

Sarah Vaisler	- CLEO & Secretary/Treasurer
Jason Tooral	- Manager of Corporate Services
Melissa Redden	- Manager of Public Services
Emilija Tasovska	- Corporate Services Human Resources Assistant
Laura McEwan	- Coordinator of Collection Services
Georgina De Roché	- Collections Librarian

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Land Acknowledgement

We would like to begin this meeting by acknowledging that the land on which we gather is situated within the traditional and treaty territory of the Mississaugas. More specifically, the Mississaugas of Scugog Island First Nation, signatories of the Gunshot Treaty of 1788 and the Williams Treaties of 1923. This land is, and will continue to be, home to the Indigenous Peoples. Let us acknowledge the mistakes and traumas of the past through authenticity and support truth and reconciliation. Let us engage and celebrate Indigenous communities by being leaders of action in acknowledging the United Nations Declaration on the Rights of Indigenous Peoples and the Truth and Reconciliation Commission's recommendations towards truth and reconciliation. Let us keep these principles close, as we continue towards truth and reconciliation and as we move forward with kindness and respect as a community.

3. Approval of the Agenda

22-11/01 Moved by: Regional Councillor Sterling Lee
Seconded by: Noel Green

To approve the *Agenda* as distributed.

CARRIED

4. **Declaration of Conflict of Interest -** No conflicts of interest were declared.

5. Guest Presentation: Coordinator of Collection Services, Laura McEwan and Collections Librarian, Georgina De Roché

Georgine de Roche presented to the Board a Collections Diversity Audit. Georgina went into depth of their year long research into the diversity of collections in all 3 branches. She presented results on the purpose, methodology, key findings and next steps in the effort to diversify the library material. The Board congratulated Georgina on an incredibly detailed and informative audit that will propel other libraries to do the same kind of work. She fielded questions and provided clarification on the inquiries.

6. Consent Agenda

Item 6.2 Chief Librarian Report, 6.9 Board Self-Evaluation – BSR 2.1 - Board-CLEO Linkage and 6.10 Board Self-Evaluation – BSR 2.4 - Unity of Control were pulled for further discussion in Other Business.

22-11/02 Moved by: Matthew Tapscott
Seconded by: Doug Miller

To approve the *Consent Agenda* as amended.

CARRIED

7. Correspondence

7.1 Customer Feedback – Lorna Hanson

Lorna Hanson is a customer of the McLean Branch. Her daughter enjoys the materials available at the library and appreciates the kindness and helpfulness of staff during every visit.

8. Other Business

8.1 TAC Update, Guest: Sucharita Desu

Sucharita Desu advised the Board that they have a warmup party, library decorating and parade event planned for the month of December. In January and February there are going to be study hall programs to assist students during exam week. Sucharita shared the exciting news that the 4th podcast has been recorded and is currently being edited for public release.

8.2 Councillor Update

Regional Councillor Sterling Lee reported:

- Provincial Government enacted many changes that affect municipal governments and how they plan and execute decisions.
- Changes that were made in the Regional Government; a majority vote is no longer required, one third vote will pass a bill

8.3 Internal Monitoring Reports – E.L. 3.11 Treatment of Customers

22-11/03 Moved by: Noel Green
Seconded by: Rebecca Hayes

Motion that the Board has received the monitoring report for *EL 3.11 Treatment of Customers* to the Board and agrees that it provides reasonable interpretation of the policy and evidence of compliance.

CARRIED

8.4 Staff Report - 2023 Draft Operating Budget Approval

The Board inquired about the rational on various budget lines. Sarah provided clarification regarding the funding of those initiatives.

22-11/04 Moved by: Regional Councillor Sterling Lee
Seconded by: Noel Green

Motion that That the Ajax Public Library Board approve the 2023 Draft Operating Budget; and

That the Ajax Public Library Board approve the 2023 Draft Capital Budget.

CARRIED

8.5 Staff Report - Library Reserve Allocation

Sarah reviewed the report and fielded questions from the Board. There was discussion between the two options that the Board can steer the Library in future funding of projects.

22-11/05 Moved by: Regional Councillor Sterling Lee
Seconded by: Noel Green

That the Library Board approve the transfer of $250,000 of 2022 annual surplus to the Town of Ajax to be held in Library Capital following the approval of the audited financial statements.

8.6 Board Report - Review Board Governance Process Policies

22-11/06 Moved by: Matthew Tapscott
Seconded by: Noel Green

That the Board approve and adopt the existing Governance Process Policies for another year, or until they are amended.

CARRIED

8.7 Committee Updates

CLEO Performance Appraisal Committee – No update

Ends Policy Committee – No update

Policy Review Committee – No update

Community Engagement Committee – No update

Board Training/Annual Agenda Committee – No update

Gaps Analysis Committee – No update

Recruitment Taskforce – Matthew Tapscott, Regional Councillor Sterling Lee and Sarah Vaisler interviewed many candidates. The Recruitment Task Force will provide recommendations for appointment to the Clerks Department. Appointment will take place December 12, 2022.

8.8 Chief Librarians Report

Matthew Tapscott complimented the staff who put together the Board packages on a monthly basis, the volume of valuable programs offered, the events the library staff continue to provide the community and the amazing initiatives that have been made in strive for diversity, equity and inclusion.

22-11/07 Moved by: Matthew Tapscott
Seconded by: Sepelene Deonarine

Motion that the Board approve the Chief Librarians Report.

CARRIED

8.9 Board Self-Evaluation – BSR 2.1 - Board-CLEO Linkage and Board Self-Evaluation – BSR 2.4 - Unity of Control

The Board edited the scoring on question 1 (one) of each Board Self-Evaluation survey from a score 4, to a score 5.

22-11/08 Moved by: Regional Councillor Sterling Lee
Seconded by: Sepelene Deonarine

Motion that the Board Self-Evaluation – BSR 2.1 - Board-CLEO Linkage is amended to reflect a score of 5 in question 1 and Board Self-Evaluation – BSR 2.4 - Unity of Control is amended to reflect a score of 5 in question 1.

CARRIED

9. Adjournment.

The meeting adjourned 8:35 p.m.

22-11/09 Moved by: Noel Green
Seconded by: Matthew Tapscott

To adjourn the meeting.
CARRIED

Next meeting: Thursday January 19, 2023
7:00 p.m. To be determined.